

<h1 style="text-align: center;">基地空席広報</h1> <h2 style="text-align: center;">VACANCY ANNOUNCEMENT (RE-ISSUE)</h2>		広報番号 : Announcement No.	23-SRF-113-02 (R6)
		募集締切日 : Closing Date	12 Jun 03
		発行日 : Date of Issue	30 Mar 03
1. 職種名 Job title (等級 Grade 5 語学等級 LAD 3) Training Instructor (Crane) #445 <input checked="" type="checkbox"/> 事務系 <input type="checkbox"/> 技能系 募集人数 : 1 名 Administrative Blue Collar Trade No. Req.		4. 募集範囲 Area of Consideration <input checked="" type="checkbox"/> 【部署/部隊】内従業員 Current Employee within Activity <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(通勤圏内) Current USFJ Employee (in communicating distance) <input checked="" type="checkbox"/> 現 MLC/IHA 従業員(全在日米軍) Current Employee (Whole USFJ Wide) <input checked="" type="checkbox"/> 外部 Off Base Applicant	
2. 部隊名／勤務場所 Activity/Working Place U.S. Naval Ship Repair Facility, Yokosuka (SRF) Lifting and Handling Department Crane Operations Division (Code 740)		5. 雇用の種類 Type of Employment <input checked="" type="checkbox"/> M L C <input checked="" type="checkbox"/> 常用 Permanent <input type="checkbox"/> 限定 Limited Term (力月 Months)	
3. 勤務時間 Work Schedule (週 40 時間制 hrww) <input checked="" type="checkbox"/> 規則 Regular <input type="checkbox"/> 不規則 Irregular 勤務日 Working Days : 月曜日から金曜日 Monday - Friday 時間帯 Working Hours : 08:00 – 16:45			
6. 職務内容 Duties Serves as Training Instructor responsible for conducting various formal and informal training related lifting and handling equipment. Adapts and develops training materials and lesson plans to meet the requirements of the particular operations in SRF. Schedules, conducts and/or coordinates formal and informal classes. Lectures and gives practical demonstrations. Plans, conducts and grades written, oral and practical examinations. Maintains records of progress and accomplishment of training course, and analyzes and tabulates results and reports. Performs other related or incidental duties as assigned.			
7. 資格要件／身体条件 Qualification / Physical Requirements a. Must have one year of specialized experience in the same line of work at BWT 1-4 level or Master Degree in accredited Graduate School in any fields. b. Knowledge of crane operations and rigging operations. c. Knowledge of Microsoft office software to develop and maintain the programs. d. Skill in conducting formal and informal training. e. Skill in adapting and developing materials and lesson plans to meet the requirements of particular operations. f. Must be able to speak, read and write English at average proficiency level. *An applicant who does not fully meet the qualification requirements stated above may be hired at a lower grade level. *A handicapped applicant may be accepted, depending upon the degree and kind of disability			
英語力 English Language Proficiency : <input type="checkbox"/> 必要なし None <input type="checkbox"/> 初級 Basic <input type="checkbox"/> 中級 Intermediate <input checked="" type="checkbox"/> 上級 Advanced <input type="checkbox"/> 特段の能力 Exceptional			
学歴 Educational Background : N/A		免許証／修了証 License/Certificate Required : N/A	
提出するもの Application and Associated Documents			
* <input checked="" type="checkbox"/> 空席応募用紙 Application for Vacancy Announcement (HROY Form 1) http://hro.cnfj.navy.mil * <input checked="" type="checkbox"/> 専門職務経歴書 Resume of Specialized Work Experience (HROY Form) http://hro.cnfj.navy.mil <input checked="" type="checkbox"/> 英語の能力を証明するものの写し Copy of Certificate (English Proficiency) <input checked="" type="checkbox"/> 80 円切手を貼付し、応募者の郵便番号・住所・氏名を書いた返信用封筒 (12cm x 23.5cm) 12cm x 23.5cm Envelope with Applicant's Zip Code, Address, Name and a 80 yen stamp (MPS is unacceptable.) *の記入は Complete * in <input type="checkbox"/> 日本語で Japanese <input checked="" type="checkbox"/> 英語で English <input type="checkbox"/> どちらでも Either			
問い合わせ先 for Job Inquiries		提出先 Office to Submit	
担当部署 Office : 米海軍横須賀基地 艦船修理廠 コード 8 4 0 担当者名 Name : 里見/高野 交換台 Operator : 046-821-1911 内線 Extension : 243-4553/4552		〒238-0015 神奈川県横須賀市泊町 1 番地 1 banchi Tomari-cho, Yokosuka 米海軍横須賀基地統合人事部雇用課 (HRO) COMNAVFJORJAPAN, Human Resources Office Yokosuka (HRO), MLC/IHA Employment Office (Code 511A) ☎046-821-1911 (内線/Extension) 243-8153	
		事務処理欄 For Official Use	
		PD No.: SRF-740-006	
		PD is accurate and current. Certified by Activity: kk	
		HRO: ey	

Incomplete applications will not be considered. Submitted applications will not be returned.